

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ



Ministry of Environment and Energy

Male', Republic of Maldives.

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## Accelerating Sustainable Private Investment in Renewable Energy (ASPIRE)

### Terms of Reference

#### Program Officer

#### A. BACKGROUND

The Scaling-Up Renewable Energy Program in Low Income Countries (SREP) is a program that demonstrates, through pilot operations in selected countries, the economic, social and environmental viability of a low-carbon development pathway to increasing energy access using renewable energy (RE) and creating new economic opportunities.

Maldives is one of the pilot countries selected to benefit from the SREP operating under the Strategic Climate Fund (SCF) of the umbrella Climate Investment Funds (CIF) that supports programs with potential for scaled-up, transformational action aimed at a specific climate change challenge. SREP resources are available through partner Multilateral Development Banks (MDBs), and in the case of the SREP program for the Maldives, the Asian Development Bank (ADB) and the World Bank Group (WBG), including the International Finance Corporation (IFC).

As a first step, the Government of Maldives has prepared an Investment Plan which outlines the support it seeks for the scale up of renewable energy development in the Maldives and tackling the risks and barriers to its development. In turn, SREP is expected to catalyze additional financial resources and contribute to larger co-benefits for Maldivian communities. The SREP Investment Plan includes a program of activities in partnership with the MDBs to implement these initiatives. The Plan was endorsed by the SREP Sub-committee in November 2012. The main objective of SREP-Maldives is to develop renewable energies on a large scale, to effectively contribute to poverty reduction and sustainable development. Achieving this objective would be a step forward towards adopting low carbon growth in the Maldives along with the fiscal and energy security benefits that it brings for and ultimately greater social-economic benefits for the country.

In the context of the SREP assistance, the Government of Maldives (GoM) has launched a project, with assistance from the World Bank, entitled: Accelerating Sustainable Private Investment in Renewable Energy (ASPIRE).

## **B. COUNTRY AND PROJECT CONTEXT**

The ASPIRE which will support, among other things, the financing of renewable energy investments under a Government Feed-in-Tariff mechanism (FIT) for up to 20 MW of grid-tied Solar PV (Photovoltaic) / wind in the Greater Male' Area and up to 3 MW of grid-tied PV / wind on medium to large island to offset the daytime peak load (approximately 30 percent of daily energy output), while the primary technology expected to be deployed in the Maldives in the short to medium term is Solar PV.

The overall project development objective of ASPIRE Project is to increase PV generation in Maldives through private sector investment, with the beneficiaries being citizens and consumers in the Maldives. The initial subprojects target consumer populations in Male' and Hulhumale' islands. The consumer base would later expand to other islands in Maldives. Consumers would receive improved electricity services, with lower local environmental externalities.

On the basis of the investment framework proposed, the GoM has already prepared an initial subproject for buildings in Male' and Hulhumale'. In keeping with the investment framework, provision of security package support is envisioned for this initial subproject, to mitigate first mover risks and to make the subproject attractive for investment. As the GoM and private investors will develop operational experience under the first subproject, incentives for later subprojects are expected to be tapered down, moving subsequent subprojects towards greater risk taking by the private sector.

The ASPIRE Project design envisages resource allocation to cover tariff buy down and payment guarantee support for around 20 MW of cumulative generation. The IDA Guarantee will cover termination payments; and if fully utilized, will support around 8 MW of solar PV installations. In reality, it is expected that the level of support needed will taper down over time; hence, more MWs may be covered.

While this first subproject is situated in Greater Male', similarly structured subprojects will also be designed for outer islands, where power demand loads, and hence subproject generation sizes, may be smaller. It is expected that the key parameters of each subproject including technology, economic and financial outcomes and environmental and social aspects will be materially similar.

The policy objective on scaling up renewable energy is a high priority and so in 2014 the project framework of ASPIRE was developed under a *Design Build Finance Own Operate Transfer* (DBFOOT). This includes standardized documents including the Request for Proposal (RFP), Power Purchase Agreement (PPA), Roof Leasing Agreement (RLA), Escrow Agreement (EA), and Implementation Agreement (IA). The construction of the first phase (subproject) of 1.5MW had already been completed and commissioned in 2018

## **C. OBJECTIVES OF ASSIGNMENT**

The objective of this assignment is to administer the day-to-day administrative and secretarial activities being undertaken for the projects managed by the PMU/MEE.

## **D. SCOPE OF SERVICES**

The Program Officer tasks will include, but is not be limited to the following:

1. Assist the Project Manager in the day to day operations of the Project Management Unit.
2. Assist the Project Manager to manage the PMU team reporting mechanism to ensure the timely delivery of services;
3. Assist the Project Manager to ensure that Team members carryout tasks outlined in their ToR, action plans in a timely manner and assist in conducting staff appraisal;
4. Assist the Project Manager to liaise to ensure timely and coordinated implementation of Projects activities and relevant stakeholder activities;
5. Coordinate with Communications Officer and relevant departments of MEE to have the Steering Committee meetings for the projects managed by PMU semi-annually;
6. Liaise with Projects stakeholders, Advisors and specialist coordinators to ensure the timely generation of (i) terms of references for consultancies and non-consultancy service providers, and (ii) specifications for goods and equipment to be procured under the Projects;
7. Participate in document review, evaluation and other relevant committees that may be formed under the Projects as required;
8. Assist the Project Manager to ensure coordination within the PMU for World Bank review missions, independent review missions, audits and/or reviews carried out by other relevant Government of Maldives authorities as required;
9. Maintain a proper system to ensure information, reports and other documentation requested by the Project Director for review and/or for presentation to Steering and Technical committees are provided in a timely manner;
10. Ensure all relevant information, documents and reports are made available for review during World Bank review missions, by independent reviewers and/or review by other relevant Authorities of Government of Maldives.
11. Maintain personnel files, performance evaluation reports, leave records, and other pertinent personnel/consultant records;
12. Draft routine correspondence and communications;
13. Prepare background information and documentation, and update data relevant to the projects managed by the PMU;
14. Ensure flow of information and dissemination of materials with all concerned;
15. Assist the Financial Management Officer in routine day-to-day activities as and when required.
16. Provide logistical and other support to the PMU team and visiting missions, as and when required.

This position is based at the offices of the Ministry of Environment and Energy in Male' but travel maybe required.

## **E. REPORTING OBLIGATIONS**

Report and advise the Project Manager or his designate on behalf of the Client, on all aspects of Project Implementation throughout the duration of the contract.

The consultant is expected to report for work on week days other than public holidays and provide dedicated services to the client for minimum of **06 hours a day**.

The Consultant shall ensure that all the required reports for the project are prepared on time in accordance with the requirements of Client and the World Bank.

#### **F. KEY QUALIFICATIONS AND EXPERIENCE**

- A Bachelor degree or higher in Business Administration, Business Management or Human Resource Management.
- Experience in and understanding of donor funded projects will be an added advantage.
- Should have strong communication skills in presenting, discussing and resolving difficult issues.

Candidate must be willing to work for extended periods without direct supervision and may be expected to travel to islands within the catchment.

In addition, the individual's reputation of integrity and impartiality routed in independent from third parties shall be considered.

The short-listed candidate will be requested to participate in personal interviews and submit the names and contact details of personal referees who can attest to their ability.

The successful candidate must understand the objectives and delivery mechanisms of the projects portfolio. He/she must be willing to work in a team, be flexible to emerging or changing conditions, and undertake initiative in his/her broad field of actions.

#### **G. SCHEDULE FOR THE ASSIGNMENT**

The duration of the assignment is initially for **12 months** from the commencement of the consultancy with potential extension based on performance and need. The successful candidate must be available to commence the position in **November 2018**.

#### **H. FACILITIES TO BE PROVIDED BY THE CLIENT**

The Consultant will be provided office space and office facilities in the PMU set up in MEE. If required local transport between Male', inter-Atolls and inter-islands will be provided.